

MEETING #1 January 3

At an Organizational Meeting of the Madison County Board of Supervisors on January 3, 2017 at 9:00 a.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Member
Jonathon Weakley, Member
Kevin McGhee, Member
Charlotte Hoffman, Member
V. R. Shackelford, III, County Attorney
Daniel J. Campbell, County Administrator
Jacqueline S. Frye, Deputy Clerk

ABSENT: Robert W. Campbell, Member

Agenda:

1. Organizational Meeting Agenda:

Chairman Jackson called the meeting to order. Supervisor Campbell will be absent from today's session. A quorum was established.

2. Pledge of Allegiance & Moment of Silence

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a moment of silence.

3. Election of the Chairman

The County Attorney provided a brief overview of the election process for Chairman and Vice-Chairman, as noted in the Virginia Code; once the election of a Chairman is complete, the Chairman will then continue the election process for the Vice-Chairman.

The County Attorney also noted the term of office for elected officers has generally been established for one (1) year or until a successor is elected, and questioned if the Board would like to continue this process for 2017.

Supervisor McGhee moved the Board adopt the term for officers to be established for one (1) year or until a successor is elected, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

4. Election of Chairman

The County Attorney then moved forward with opening the floor for nominations for the office of Chairman of the Madison County Board of Supervisors.

Supervisor Weakley nominated Supervisor Jackson for the position of Chairman of the Madison County Board of Supervisors for 2017, seconded by Supervisor Hoffman.

With no further nominations or discussion being brought forth, the County Attorney closed the floor for nominations for Chairman of the Madison County Board of Supervisors.

Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).

The County Attorney advised the nomination of Supervisor Jackson has received the majority vote – there is no need for further action; therefore, Supervisor Jackson has been selected as the Chairman of the Madison County Board of Supervisors for a term of one (1) year or until a successor has been elected. The meeting was then turned over to the Chairman elect.

5. Election of Vice-Chairman

Chairman Jackson proceeded to open the floor for nominations for the Vice-Chairman of the Madison County Board of Supervisors.

Supervisor McGhee nominated Supervisor Weakley for the position of Vice-Chairman of the Madison County Board of Supervisors.

With no further nominations being brought forth, Chairman Jackson closed the floor for nominations.

Chairman Jackson called for a vote on the nomination for the Vice-Chairman of the Madison County Board of Supervisors: *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

Adopt Agenda:

Chairman Jackson advised that per the recommendation of the County Administrator, Item #11 (Accounts Payable/Invoices [as necessary]) can be deleted from today's Agenda.

Chairman Jackson called for adoption of today's Agenda.

Supervisor McGhee moved the Board adopt today's Agenda as edited, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

6. Establishment of meeting dates and locations for calendar year 2017

Chairman Jackson advised that the Board will need to establish meeting dates, times and locations for the 2017 calendar year.

- a. *Planning Commission Meetings [Joint]: Currently 1st Wednesday of each month beginning at 7:00 p.m. – workshop session on the 3rd Wednesday of each month at the auditorium of the Madison County Administration Center located at 414 N. Main Street, Madison, VA 22727*
- b. *Regular Meetings (Board of Supervisors)- #1: 2nd Tuesday of each month beginning at 4:00 p.m. and #2: 4th Tuesday of each month beginning at 6:00 p.m. – sessions held in the auditorium of the Madison County Administration Center located at 414 N. Main Street, Madison, VA 22727*
- c. *Organizational Meeting for 2018: Currently the first business day each January beginning at 9:00 a.m. in the auditorium of the Madison County Administration Center located at 414 N. Main Street, Madison, VA 22727*

Supervisor Weakley moved the Board adopt all meetings:

- *Planning Commission Meetings (Joint): 1st Wednesday of each month beginning at 7:00 p.m. (414 N. Main Street Auditorium)*
- *Planning Commission Workshop Meeting: 3rd Wednesday of each month (414 N. Main Street Auditorium)*
- *Regular Meeting #1: 2nd Tuesday beginning at 4:00 p.m. (414 N. Main Street Auditorium)*
- *Regular Meeting #2: 4th Tuesday beginning at 6:00 p.m. (414 N. Main Street Auditorium)*
- *Organizational Meeting: 1st business day of each year beginning at 9:00 a.m. (414 N. Main Street Auditorium)*

Seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

The County Attorney advised that the first business day of 2018 will be Tuesday, January 2, 2018.

7. Establish parliamentary procedures for 2017

Chairman Jackson advised the Board must establish parliamentary procedures for 2017; establish the 11th edition of Robert's Rules of Order operating procedures for guidance on parliamentary procedures; and designate the County Attorney as the Parliamentarian, or the County Administrator in the absence of the County Attorney.

Supervisor McGhee moved the Board adopt the parliamentary procedures for 2017 as designated on today's Agenda, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

8. Consideration of the Madison County Board of Supervisors Code of Ethics

Supervisor Weakley moved the Board continue using the existing Code of Ethics for 2017, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

9. Consideration of the Madison County Board of Supervisors Bylaws

Supervisor McGhee moved the Board adopt the bylaws for 2017 as established, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

10. Establish appointments to various boards, commissions and committees

The following action was taken on committee/board/commission assignments:

1. Blue Ridge Committee (SNP)
 - a. Jonathon Weakley
 - b. Robert W. Campbell
 - c. Bruce Bowman, Extra member
 - d. James Ballard, Alternate
2. Central Virginia Regional Jail
 - a. Erik Weaver
 - b. Kevin McGhee
3. CIP
 - a. Kevin McGhee
 - b. Robert W. Campbell
 - c. Dan Campbell (County Administrator)
4. CSA:
 - a. Charlotte Hoffman
5. Emergency Services Director
 - a. R. Clay Jackson
 - b. Dan Campbell, County Administrator
6. Liaison to Madison Town Council
 - a. Robert W. Campbell
 - b. Charlotte Hoffman
 - c. Dan Campbell, County Administrator
7. Liaison to School Board
 - a. Charlotte Hoffman
 - b. Dan Campbell (County Administrator)
8. Madison Extension Council
 - a. R. Clay Jackson
9. Park & Recreation Authority
 - a. R. Clay Jackson
 - b. Kevin McGhee
10. PD9 & PD10 Workforce Act
 - a. Robert Campbell
 - b. [REDACTED] *Mary Jane Costello*
- 11. Rappahannock Juvenile Detention Center**
Board liaison vacancy to be advertised
12. Rappahannock River Basin Committee
 - a. Jonathon Weakley
 - b. Kevin McGhee
13. Rappahannock Rapidan Regional Commission (PD9)
 - a. Charlotte Hoffman
14. Skyline CAP
 - a. Jonathon Weakley
 - b. [REDACTED] *Peter Work*
15. Social Services
 - a. Charlotte Hoffman
16. Thomas Jefferson Area Criminal Justice Board
 - a. Kevin McGhee
 - b. Clarissa Berry (Commonwealth Attorney)
17. Thomas Jefferson EMS Council
 - a. Kevin McGhee
 - b. Jonathon Weakley
18. Topping Fund Committee
 - a. R. Clay Jackson
 - b. Jonathon Weakley
19. Tourism Committee
 - a. Tracey Williams Gardner
 - b. Lynn Graves
 - c. Sandra Aldrich
 - d. Jennifer Dowling

e. Janine Jenson

20. Transportation Committee (Committee eliminated)

21. VACO

Members were asked to advise of future committees of interest

22. Recycling Committee (As needed)

11. Accounts Payable/Invoices (as necessary)

12. Information/Correspondence (if any) -

2018 Budget Calendar: The County Administrator advised that the 2018 budget calendar was approved at a prior meeting session; budgetary requests from departments/agencies/organizations is due January 12, 2017.

13. Adjournment

With no further action being required by the Board, on motion of Supervisor Weakley, seconded by Supervisor Hoffman, Chairman Jackson adjourned the meeting. *Ayes: Jackson, Weakley, McGhee, Hoffman. Absent: Campbell. Nays: (0).*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of Madison County Board Supervisors

Adopted on: January 10, 2017

Copies: R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee, Charlotte Hoffman,
V. R. Shackelford, III & Constitutional Officers



Agenda
Organizational Meeting
Madison County Board of Supervisors
Tuesday, January 3, 2017 at 9:00 a.m.
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727



Agenda Items

Order of Business:

1. Call to Order/ Determine Presence of a Quorum
- 2. Pledge of Allegiance & Moment of Silence**
3. Description of Meeting & Election Procedures (by County Attorney or designee)
4. Election of the Chairman
5. Election of the Vice-Chair (Conducted by the new Chairman)

Adopt Agenda

6. Establishment of meeting dates and locations for calendar year 2017
 - a. Planning commission meetings
 - b. Regular meetings
 - c. Workshop session meetings
 - d. Organizational meeting for 2018
7. Establish parliamentary procedures for 2017
 - a. Establish Robert's Rules of Order (11th Edition) as guidance on questions of parliamentary procedures for 2015, and designate the County Attorney to serve as Parliamentarian in 2017; or in his absence, the County Administrator

8. Consideration of the Madison County Board of Supervisors Code of Ethics
9. Consideration of the Madison County Board of Supervisors Bylaws
10. Consideration of appointments to various boards, commissions and committees
11. *Accounts Payable/Invoices (as necessary)*
12. Information and/or correspondence
13. Adjournment

AMENDMENTS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT